

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **PLANNING & COMMUNITY DEVELOPMENT**

DATE: JULY 30, 2007

Committee Members Present:

Supervisors Stec
 Belden
 Gabriels
 Monroe
 Tessier
 Champagne
 Mason

Others Present:

Representing Planning & Community Development:
 Patricia Tatich, Director
 Wayne LaMothe, Assistant Director
 Hal Payne, Commissioner of Administrative & Fiscal Services
 Joan Sady, Clerk of the Board
 Supervisor Bentley
 Supervisor F. Thomas
 Michael DuFault, Empire Heritage
 Debra L. Schreiber, Legislative Office Specialist

In the absence of the Committee Chairman, Mr. Belden, Vice Chairman, called the meeting to order at 10:46 a.m.

Motion was made by Mr. Tessier, seconded by Mr. Gabriels, and carried unanimously to approve the minutes of the June 25, 2007 Committee meeting, subject to correction by the Clerk.

Privilege of the floor was extended to Patricia A. Tatich, Director, Planning & Community Development, who distributed copies of her agenda to the Committee members, and *a copy of same is on file with the minutes.*

Commencing with the list of Pending Items on the agenda, Item 1, Ms. Tatich apprised that their Department continued to research other Abbreviated Consolidated Plans; however, she said, she anticipated revealing a Warren County version of this Plan in October of 2007.

Continuing with Item 2, Mr. LaMothe, Assistant Director, Planning & Community Development, advised that Patricia Nenninger, Second Assistant County Attorney, was currently developing an agreement with the Village of Lake George relative to the Outdoor Drama Theater (ODT) project and she would present it to the Committee for their approval at a subsequent meeting.

With respect to Item 3, Mr. LaMothe indicated that Sheri Norton, GIS (Geographic Information System) Coordinator, was awaiting a response from the Warren County Bar Association, relative to her invitation to a demonstration of the Image Mate Online System, similar to what was currently being utilized by the Warren County Realtors Association.

With respect to Item 4, Ms. Tatich informed the Committee that she had not received a response to the phone messages she had left for the Warren/Washington County Community Action Agency Director; however, she acknowledged that she had not aggressively pursued the matter. While both the Planning & Community Development Department and Community Action Agency received funding from the same source, she indicated they did not receive support from New York State (NYS) relative to a working agreement between the two organizations. Therefore, she said, their Department had found other alternatives to achieve their goals. Mr. Champagne suggested a meeting be scheduled with the two organizations encouraging them to resolve their differences. Ms. Tatich asked the Chairmen of both Committees to arrange a meeting that would be mutually convenient to all parties involved.

Messrs. Stec and Mason entered the meeting at 10:52 a.m.

Mr. Stec continued the meeting as Chairman of the Committee.

Regarding Item 5, Mr. LaMothe stated their Department received official notification that New York State would be collecting statewide up-to-date aerial imagery commencing in the Spring of 2008. While NYS funded the base program, he apprised that each County had the opportunity to select various upgraded options; however, he, said, a response was required on or before December 15, 2007. He said Line B, as reflected on page 4 of the letter, substituted a one foot pixel for a two foot natural color with an upgraded cost to the entire County of \$240,900. Pursuant to the mapping performed by Ms. Norton, Mr. LaMothe explained that page 5 depicted the number of individual/shared tiles, as well as the shared/total cost to each township. He emphasized the costs reflected in the attachments to the agenda were rough estimates and perhaps the County might consider a cost-share with the municipalities. While no immediate determination was needed, he said, any upgrade would affect the Planning & Community Development Department Budget proposal. In response to an inquiry by Mr. Monroe, Mr. LaMothe explained a tile was a snapshot of what was covered within one image. Mr. Belden asked if their Department had researched any potential grant funding and Mr. LaMothe responded he was unaware of any funding programs related to this project. He added that the last aerial upgrade was performed in 2004.

A discussion ensued relative to including the \$50,000 upgrade in the 2008 County Budget. The general consensus of the Committee recommended that Ms. Tatich include the \$25,000 in their 2008 Planning & Community Development Department Budget, as well as apprising each municipality of their shared cost of this aerial imagery.

Referring to the list of Resolutions Requested on the agenda, Item 1, Ms. Tatich requested a transfer of funds in the amount of \$36 for equipment expenses.

Motion was made by Mr. Champagne, seconded by Mr. Belden and carried unanimously approving the request as presented; and refer same to the Finance Committee for consideration. *A copy of the resolution request form is on file with the minutes.*

Mr. LaMothe requested to amend the 2007 County Budget, increasing estimated revenues and appropriations, in the amount of \$2,000, related to the contract with The Warren County Realtors Association for the Image Mate Online services.

Motion was made by Mr. Belden, seconded by Mr. Champagne and carried unanimously approving the request as outlined above; and to refer same to the Finance Committee for consideration. *A copy of the resolution request form is on file with the minutes.*

In addition, Mr. LaMothe requested permission for Sheri Norton to travel to Burlington, Vermont, to attend the Northeast Arc Users Group Annual Conference from November 3, 2007 to November 7, 2007. He noted there were funds within their budget to cover the registration cost and she would be utilizing a County vehicle.

Motion was made by Mr. Mason, seconded by Mr. Tessier and carried unanimously approving the request as outlined above; and the necessary resolution was authorized for the August 17, 2007 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

As a follow-up to a previous meeting, Mr. LaMothe apprised that all parcels identified as “tourism accommodations related” were run through the GIS, compared with the Travel Guide and 149 discrepancies were discovered. He indicated that JoAnne Conley, Assistant Tourism Coordinator, was given this information to review and he anticipated a full count would be given at the next committee meeting. In assessing the discrepancies, he noted that many of the previous tourism accommodations had now become seasonal residences.

In preparation of the 2008 Planning & Community Development Department Budget, Ms. Tatich explained her thoughts relating to the newly reconstructed Local Development Corporation (LDC). She said they previously utilized approximately \$20,000 from the LDC budget for Planning & Community Development Department employee salaries; however, since the formation of this new organization, she suggested excluding their (LDC) costs as revenue. If these funds were removed from the LDC budget, she said, she anticipated the organization would be inoperable by 2009; therefore, she stated that she thought ample time should be given for the LDC to establish a budget and become a revenue-generating entity. Ms. Tatich commented the only revenues the LDC received were derived from anticipated grants that were currently outstanding, as well as funds from the County.

Mr. Belden remarked the LDC should form their own separate budget. Mr. Champagne commented that if services continued to be rendered from the Planning & Community Development Department to the LDC, he wanted to be assured sufficient funds were appropriated properly. Ms. Tatich advised that the Public Authority Accountability Act adopted new requirements that did not fall under the realm of her Department and she suggested that the new LDC be obligated for those services and associated costs rather than the County. Ms. Tatich stated if they expected the LDC to become a self-supporting organization, the County could not continue to advance funds to them. When the Public Authority Accountability Act was enacted, she said, it was her understanding that the LDC would either be dissolved or it would become a separate entity with its own budget and associated operational costs. However, she noted, if funds were consistently depleted from the “perceived” shortfall in the Planning & Community Development Department Budget, she indicated either their Department or the LDC would lose long-term. Mr. Champagne questioned whether tax funds should be utilized to offset the \$20,000 the LDC received from the Planning Department. If it was the opinion of the Committee, as well as the full Board of Supervisors to grow the LDC, Ms. Tatich stated, it was their intention to convey that message during the budget process.

Continuing on with the agenda at Item 3 (Planning and Community Development Items), Ms. Tatich explained the Empire State Development Corporation announced last week a new Restore New York Communities Program Part II with approximately \$1 million in grant funds was available. While there was information on the website, there were workshops being offered that explained the prerequisites that would determine what projects best qualified for funding and the amount of funding to be distributed (such as brownfield sites, empire zone and the size of the community), she noted. While many communities were researching ways to obtain grant funds for various projects, she said, it became obvious with this new program that the services of her Department would be called upon to assist and it was their duty to determine what projects best met the qualifications. She related that only municipalities (cities, villages and towns) were eligible for these grant funds and not the counties. Ms. Tatich said those townships who wish to apply must submit a letter of intent on or before August 20, 2007 and the deadline for applications was September 20, 2007. She stated it was the intent of the Planning & Community Development Department to forward an informational packet to all municipalities relative to this Restore New York Communities Program.

Discussion ensued.

Mr. LaMothe informed the Committee that Sheri Norton would be attending the NYS GIS Conference in Albany on October 1 and 2, 2007. He further advised that there were sufficient funds within their budget for the \$145 registration fee and arrangements would be made to use a County vehicle. He noted aerial imagery was on the conference agenda.

Motion was made by Mr. Belden, seconded by Mr. Gabriels and carried unanimously approving the request as submitted. *The Authorization to Attend a Conference or Meeting form is attached to the minutes.*

With respect to the vacancy on the Warren County Planning Board, Ms. Tatich informed the Committee a business owner from the Town of Lake George (with previous Planning Board experience) had expressed an interest in holding the position; therefore, she recommended that he fill the vacant position.

Motion was made by Mr. Mason, seconded by Mr. Tessier and carried unanimously approving the request as outlined above; and the necessary resolution was authorized for the August 17, 2007 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Relative to the "Smart Growth" funding, Mr. Monroe said he recalled some discussions at a recent Adirondack Park Agency (APA) meeting wherein they (APA) expressed some dissatisfaction with the lack of planning by the local townships within the Adirondacks. According to a recent study they conducted, he said, half of the townships that acknowledged planning activity within the Adirondack Park, only 17 projects received approval. He related the two major issues that remained were: 1) solving affordable housing; and 2) the lack of land available to local municipalities because of State ownership, which required constitutional amendments being filed to accomplish projects within their own towns. When the "Smart Growth" press conference was held, Mr. Monroe stated it was upsetting to learn the local governments were not afforded the same equal opportunities of this program as the environmental groups. He said it was obvious the environmental groups had prior knowledge of this program as they came with their paperwork already prepared. He said he made inquiries at the press conference that did not coincide with the information given, so he suggested that the application be fully researched. In response to a query by Ms. Tatich, Mr. Monroe replied that all application forms would be available through the NYS Department of Environmental Conservation (DEC) within 30 days of the press conference.

There being no further business to come before the Committee, on motion by Mr. Champagne and seconded by Mr. Belden, Mr. Stec adjourned the meeting at 11:35 a.m.

Respectfully submitted,

Debra L. Schreiber, Legislative Office Specialist